



## 2019 ADEMs – QUICK REFERENCE

The California Democratic Party (“CDP”) has standardized the way Assembly District Delegates (“ADDs”) and Assembly District Executive Board Representatives (“E-Board Representatives”) are selected. The ADDs and E- Board Representatives are elected by **Assembly District Election Meetings** (“Election Meetings” or “ADEMs”) in each of the 80 Assembly Districts.

Delegates to the State Party take part in important decisions including voting on endorsement recommendations and helping to promote the California Democratic Party’s Platform and agenda.

The California Democratic Party is convening delegate election meetings in each of the state’s 80 Assembly Districts the weekend of **Saturday, January 12 and Sunday, January 13, 2019 and Saturday, January 26 and Sunday, January 27, 2019**. At this meeting, 14 people\* (7 "self-identified female" / 7 "other than self-identified female") will be elected and represent their Assembly District at the 2019 and 2020 State Conventions. They will elect one person to represent the AD on the State Party’s Executive Board.

**Democrats interested in running to be an Assembly District Delegate must file with the State Party by 5 pm on Thursday, December 27, 2018. There is a filing fee of \$30.00 to run as an ADEM Candidate, which may be done online.**

**Gender: *(In keeping with CDP Policy, Gender shall mean one being either "self-identified female" or "other than self-identified female")***

### ADEM FAQ SHEET:

#### 1. What is the purpose of the ADEM Election meetings?

A biennial meeting to elect ADDs (Assembly District Delegates) and E-Board representatives shall be held **over two weekends by splitting the ADs within each Region between the two weekends. The two weekends would be the weekend immediately prior to the weekend containing Martin Luther King, Jr. Day, and the weekend following the King holiday weekend.** This will be to elect California Democratic State Central Committee (DSCC) members to attend the California Democratic Party Conventions for 2019 and 2020. (7 "self-identified female" / 7 "other than self-identified female") shall be elected from each of the 80 Assembly Districts in the State of California.

There will also be an election of one person to **represent the AD on the State Party’s Executive Board.**



**To be eligible to run for ADEM Executive Board Representative, a candidate MUST be elected/appointed in one of the following categories of membership on the upcoming Democratic State Central Committee (DSCC) (in this case the 2019- 21 term):**

- Any Democrat holding a state or congressional office (or the highest vote-getting Democrat if no Democrat was elected to that office in the most recent election)
- Any Delegate appointed to the DSCC by a person identified in the previous bullet above.
- Anyone who was just elected at that day's ADEM as an Assembly District Delegate (ADD)
- Any Delegate appointed to the DSCC by one of the Statewide Officers of the CDP.

## **2. Who will find the location and give notice for the ADEM Election Meeting?**

The CDP Bylaws give responsibility for convening and chairing the meeting to a "Convener" who is to be selected by the Regional Director responsible for the Assembly District, no later than **Saturday, September 15, 2018. The selected Convener MUST be a registered Democrat and pledge NOT to seek a DSCC seat nor an Executive Board position from that district through the ADEM process.**

Notice should be sent to all registered Democrats in the District and must be posted by no later than, **Monday, December 3, 2018.** Notice MUST include Date, Time, Location and Purpose of the Meeting. It also should have Rules for the Election, and the filing deadline for candidates. Notice should be through Press Release sent to local papers, email notice to list serves and the CDP Website.

## **3. Who may participate?**

**A person may participate (attend & vote) in the ADEM if they:**

- Are a Democrat residing in and registered to vote in the Assembly District as of the date of the ADEM. Same day registration is allowed of otherwise qualified citizens.
- Sign in on the sign-in sheet (to be provide by the California Democratic Party) indicating their willingness to volunteer for one or more precincts within the district or to assume another specified organizational responsibility for the Party.



- Accepts having their hand stamped prior to receiving a ballot (to prevent double voting).

#### **4. Who may run for Assembly District Delegate to the Democratic State Central Committee?**

The qualifications for running for Assembly District Delegate to the Democratic State Central Committee are the same as those for voting participants in the Assembly District Election Meeting, with four important caveats

- Candidates must submit their names to the California Democratic Party at least 30 calendar days prior to the Assembly District Election Meeting.

**NOTE: The deadline is 5 pm on Thursday, December 27, 2018**

Candidates should confirm receipt of filing prior to the deadline. The CDP will not be responsible for failed, delayed, unreadable, or corrupted filings whether by hardcopy delivery or electronic filings such as faxes or emails or the editing of candidate statements.

- Candidates must **pay a \$30 filing fee** to the CDP (which can be waived if the candidate declares hardship)
- Candidates must be registered to vote in the Assembly district by the California deadline to register to vote in any election, which is 15 days before any Election Day, unless the candidate turned 18 or was naturalized after the deadline and is registered to vote at the time of candidacy filing
- A candidate does not need to be present to be eligible for election.

#### **5. Are voters required to stay for the entire Election Meeting?**

No. Participants who do not wish to attend the full length of the ADEM may receive their ballot, vote, and leave, provided that each voter:

1. Signs in on the ADEM sign-in sheet by the close of registration at their ADEM site



2. Requests their ballots (one for delegate voting, one for Executive Board Representative voting) by having their hand stamped prior to receiving a ballot to prevent double voting, to the Convener, or their representative; and deposits the delegate and executive board ballots in the ballot box;
3. As soon as an ADEM site is set up (as early as 10 AM but no later than 3PM) and the process starts with registering and distributing ballots, a participant can vote and leave;

#### **6. Are ballots secret or open?**

- Voting at an ADEM is by secret ballot. Regular ballots should **NOT** contain any markings indicating the identity of the voter.

#### **7. Are delegate candidates who are not in attendance at the election meeting eligible to be elected?**

- Yes. A Candidate is allowed (but is not required to have) one surrogate speaker (must have letter/permission slip with candidate's signature **or the Meeting Chair determines if they are a legitimate surrogate speaker**), can give a speech up to **1 minute max** on behalf of candidate.

#### **8. Can people register to vote at the election meeting?**

- Yes, voters **MUST** be registered as Democrats residing in and registered to vote in the Assembly District as of the date of the ADEM. Same day registration is allowed of otherwise qualified citizens.
- These new voters may register on the spot, and become eligible participants by filling out a voter registration card. Those who are eligible to register onsite can use any county or

Secretary of State registration card. By law, filled out voter registration cards must be mailed to the county registrar within three days.

#### **9. What if there is a tie?**

- If there is a tie, there should be a coin toss and the participants should witness the toss. If there is more that a two way tie then the convener should call the CDP office for guidance.

**10.** If you would like to request a hardship waiver to this application please complete the following link <https://fs3.formsite.com/CADEM2011/form237/index.html>.



To: County Chairs, Regional Directors and CDP Officers  
From: Emma Harper and Unique Wilson  
Date: August 2, 2018  
RE: 2019-20 Democratic State Central Committee (DSCC)  
Assembly District Election Meeting (ADEM) - Deadlines/ADEM Quick Reference

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| <b>Saturday, September 15, 2018</b>                        | Deadline for Regional Director to select ADEM Conveners  |
| <b>Monday, October 22, 2018</b>                            | SOS Voter Registration Deadline for November 2018 General Election   |
| <b>Tuesday, October 30, 2018</b>                           | Deadline for Party Secretary to Obtain Democrat Registration totals for County DSCC Allocations              |
| <b>Thursday, November 1, 2018</b>                          | ADEM Election Location Variance Request Deadline   |
| <b>Monday November 12, 2018</b>                            | Deadline for State Chair to Reply and Approve to Variance in ADEM Location Request                           |
| <b>Wednesday, November 14, 2018</b>                        | ADEM Filing opens  |
| <b>Thursday, November 15, 2018</b>                         | Deadline for ADEM Convener to inform the CDP of the time, date and location of the ADEM                      |
| <b>Friday, November 16 -<br/>Sunday, November 18, 2018</b> | Fall Executive Board Meeting   |
| <b>Monday, December 3, 2018</b>                            | General Notice for all 2019 ADEM Locations, Dates and Times to be Posted on CDP Website                      |
| <b>Friday, December 21, 2018</b>                           | Deadline for General Notice for all Locations, Dates and Times (Per By-Laws)                                 |
| <b>Thursday, December 27, 2018</b>                         | Administrative ADEM Filing Deadline  |
| <b>Saturday, January 12<br/>Sunday, January 13, 2019</b>   | Assembly District Election Meetings - <b>First Weekend</b>   |
| <b>Tuesday, January 15<br/>Wednesday January 16, 2019</b>  | Deadline for Convener to Transmit Election Materials to CDP and Secretary of State - First Weekend Elections |



<b>Saturday, January 26</b> <b>Sunday, January 27, 2019</b>	Assembly District Election Meetings - <b>Second Weekend</b>
<b>Tuesday, January 29</b> <b>Wednesday January 30, 2019</b>	Deadline for Convener to Transmit Election Materials to CDP and Secretary of State - Second Weekend Elections
<b>Thursday, January 31, 2019</b>	Administrative Deadline for Elected Official, Top Dem, Democratic County Central Committee and final ADEM 2019 DSCC Delegates to be submitted to the CDP staff
<b>Thursday, February 7, 2019</b>	CDP Bylaw Deadline for Elected Official, Top Dem, Democratic County Central Committee and final ADEM 2019 DSCC Delegates to be submitted to the CDP staff by 5:00pm - <b>NO EXCEPTIONS TO THIS DEADLINE</b>
<b>Friday, May 24, 2019</b>	Administrative Pre-Registered 2019 Convention Proxy Deadline
<b>Thursday, May 30, 2019</b>	Pre-Registered Proxy Deadline
<b>Friday, May 31</b> <b>Sunday, June 2, 2019</b>	2019 California Democratic Party State Convention San Francisco Moscone Center
<b>Friday, May 31</b> <b>Sunday June 2, 2019</b>	On-Site Proxy Deadline
<b>Friday, May 31, 2019</b>	Beginning of DSCC 2019-2021 Term